

**MINUTES of the REGULAR MEETING  
of the RURAL MUNICIPALITY of BUCHANAN No.304  
held on FRIDAY May 05-2023  
at the R.M. COUNCIL CHAMBERS, 200 George Wilson Dr, BUCHANAN, SK**

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**ORDER:** Reeve Skoretz called the meeting to order at 8:12 a.m.

**ATTENDANCE:** Councillors - Terry Zavislak Division 1  
- Myron Kopec Division 2  
- Sean Wilson Division 3  
- Chris Walker Division 4  
- Brent Pelechaty – Division 6 attended via telephone at 8:19 am

Reeve -Don Skoretz  
Mun. Admin. - Keri Gardner

**With Regrets:** -Brian Brodziak Division 5

Two individuals attended the meeting to observe.

**Approval of Agenda**

**143/2023** Zavislak: "That the Agenda be adopted as presented".  
Carried

**Approval of Minutes**

**144/2023** Walker "That the meeting minutes from the Regular Meeting on April 06 2023 be approved as read."  
Carried

**Financial Statements**

**145/2023** Zavislak "That the statement of financial activities for the month of April 2023 are received and to be filed."  
Carried.

**Delegations**

Foreman Aaron Serhan - provided a report on the month of April  
Allan Wionziak - request of detailed financial statements to be mailed to ratepayers. Due to the substantial costs to ratepayers of doing so; was advised to attend Administration Office to view financials as requested  
Mark Salisbury – culvert request; provided maps and a detailed plan to Council


**Reports**

**Sturgis & District Fire Co-op** – request has been made to receive audited financial statements, as well as a valuation of the assets, as per auditor. Has not been received to date.

**ECMA** – RM to pay for share of ECMA computer

**NEATC** – Wilson provided an update

**Good Lake Well Incident** – insurance settlement accepted as presented, Councillor Kopec will follow up with Good Lake required.

  
Reeve

  
Acting Administrator

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**Building Bylaw**

**146/2023** Wilson "That the Building Bylaw be tabled to complete further research until July at which time a first reading of the proposed Building Bylaw will be completed. That a second reading will be completed in August, and third and final reading will be completed in September in order to meet the deadline of December 31, 2023 as per Legislation".

Carried.

**Correspondence**

**147/2023** Walker "That the correspondence listed in part #8 of the Agenda having been read now be filed."

Carried.

**RMAA Conditional Permit**

**148/2023** Pelechaty "That Acting Administrator submit an application to RMMA for a conditional permit to continue as Acting Administrator of the RM of Buchanan No 304 until December 31, 2023. That Nikki Czemerer be hired as a mentor, as a requirement of the application at a rate of \$40 per hour".

Carried.

**Bylaw – To Extend the Time of Mailing Assessments:**

**149/2023** Wilson "That Bylaw No 7-2023, a Bylaw to extend the time of mailing assessments, be read a first time".

Carried.

**150/2023** Kopec "That Bylaw No, 7-2023 be read a second time.

Carried.

**151/2023** Zavislak "That Bylaw No 7-2023, a Bylaw to extend the time of mailing assessments, be read a third time, signed, sealed and that it form part of these minutes".

Carried Unanimously.

**Bylaw – To Dispense with the Mailing of Assessments:**

**152/2023** Wilson "That Bylaw No 8-2023, a Bylaw to dispense with the mailing of assessments, be read a first time".

Carried.

**153/2023** Walker "That Bylaw No, 8-2023 be read a second time.

Carried.

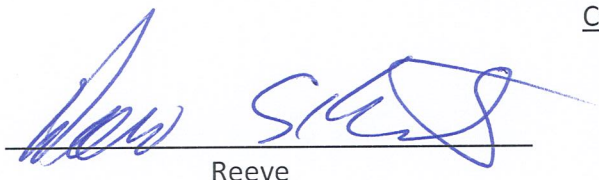
**154/2023** Skoretz "That Bylaw No 8-2023, a Bylaw to extend the time of mailing assessments, be read a third time, signed, sealed and that it form part of these minutes".

Carried Unanimously.

**Bylaw – To Extend the Time Required for the 2022 Financial Statements:**

**155/2023** Wilson "That Bylaw No 9-2023, a Bylaw to extend the time required for the completion of the 2022 financial statements, be read a first time".

Carried.

  
Reeve

  
Acting Administrator



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**156/2023**      Zavislak "That Bylaw No, 9-2023 be read a second time.  
Carried.

**157/2023**      Pelechaty "That Bylaw No 9-2023, a Bylaw to extend the time required for the completion of the 2022 financial statements, be read a third time, signed, sealed and that it form part of these minutes".  
Carried Unanimously.

Wilson declared a conflict of interest and left the building

**Fuel Tender**

**158/2023**      Walker "That Brendon Holdings be awarded the fuel tender for the RM of Buchanan No 304".  
Carried.

**Culvert Tender**

**159/2023**      Wilson "That the culvert tender be tabled as an invitational tender".  
Carried.

**Quotes for Painting & Flooring in Administration Office**

**160/2023**      Pelechaty "That Acting Administrator obtain quotes for new flooring and painting of the Administration Office".  
Carried.

**In Camera: HR / Strategic Planning**

**161/2023**      Zavislak "That Council go in camera to discuss HR & Strategic Planning at 10:20 AM."  
Carried.

The two observers were asked to leave Council Chambers.

**Out of Camera**

**162/2023**      Kopec "That Council come out of camera at 11:10 am."  
Carried.

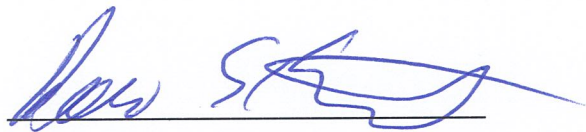
The two observers returned to Council Chambers.

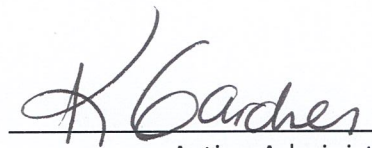
**2022 Audit Firm**

**163/2023**      Wilson "That the RM of Buchanan investigates obtaining the services of a different Auditing Firm for the 2022 Audit ."  
Carried.

**E-Way Account**

**164/2023**      Walker "That Acting Administrator has authority to set up an E-way account for the purchases of Office supplies"  
Carried.

  
Reeve

  
Acting Administrator

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**Culvert Request Approved**

**165/2023** Walker "That Mark Salisbury is provided with permission to proceed with his proposed project and will be provided with a 400 pipe to put a new approach into his yard. That it will be at his own cost to build said approach, and further that all ditches need to be restored to the original state in a timely manner and to standard specifications."

Carried.

**In Camera Session**

**166/2023** Wilson "That Council go into camera at 12:04 to discuss strategic planning."

Carried.

The two observers were asked to leave Council Chambers

**Out of Camera**

**167/2023** Kopec " That Council come out of camera at 12:09 PM".

Carried.

**Council Reports:**

Division 1 Zavislak – good conversations with ratepayers  
Division 2 Kopec – all good in division; some water issues  
Division 3 Wilson – some water issues  
Division 4 Walker – one culvert washed out - dug out, top notch grader report, a few normal wash outs  
Division 5 Brodziak – absent  
Division 6 Pelechaty – one culvert blocked / collapsed  
Reeve Skoretz – Thank you to Council for all the hard work

**Approval of Accounts**

**168/2023** Pelechaty "That the accounts that have signed invoices in the amount of \$22,615.31 be approved for payment for the month of March 2023".

Carried.

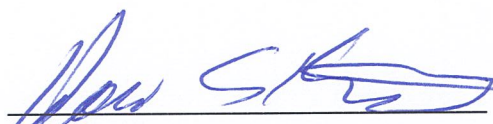
**169/2023** Kopec "That the accounts that have signed invoices in the amount of \$325,952.28 be approved for payment for the month of April 2023".

Carried.

**Adjournment**

**170/2023** Skoretz "That this meeting adjourn, time 12:27 pm".

Carried.

  
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Reeve

  
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Acting Administrator